



New Jersey Department of Children and Families Policy Manual

Manual:	NJAC	NJ Administrative Code Excerpts	Effective
Title	10	Human Services	Date:
Chapter	122E	Removal Of Children In Placement From Resource Family Homes	12/2/2008
Subchapter:	2	Removing A Child In Placement From The Resource Family Home	
Section	3	Procedures prior to a non-emergency removal (N.J.A.C. 10:122E-2.3)	

§10:122E-2.3 Procedures prior to a non-emergency removal

(a) Prior to a non-emergency removal, the Division representative shall interview the child in placement, the resource family parent, and any appropriate collateral contacts, including the parent, to determine:

1. Information from the child in placement about any problems with the placement and his or her preferences;
2. Information from the resource family parent about any problems with the placement and his or her preferences;
3. Information from the parent about any problems with the placement and his or her preferences, when the parent requests removal; and
4. Whether support services can remedy the problem.

(b) The Division representative shall inform the child in placement, the resource family parent, the parent, and any appropriate contacts at least 30 days prior to the move when the child will be removed to further or achieve the case goal or as soon as possible when a court order is being followed.

(c) The Division representative shall inform the parent of the need to change placements, if he or she is available.

(d) The Division representative shall remove the child in placement within 15 days of the resource family parent's request.

(e) When the child or parent has requested removal, the Division representative shall discuss the request with supervisory staff. The Division representatives shall make the decision within five days of the request. The Division representative shall inform the child in placement or parent of the decision and shall remove the child in placement within 15 days of the original request when it is determined that removal will occur.

(f) A Division representative shall document in the child's electronic case record and the resource family home record the decision to remove or not remove the child in placement, including the reasons.

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